

**OLIVE VIEW-UCLA MEDICAL CENTER
RESPIRATORY CARE SERVICES - ADULT
POLICY & PROCEDURE**

**NUMBER: 975
VERSION: 1**

SUBJECT/TITLE: SUPERVISING RESPIRATORY CARE PRACTITIONER

POLICY: The Supervising Respiratory Care Practitioner will provide technical and administrative supervision to Respiratory Care Practitioners and ancillary personnel on a shift performing respiratory care.

PURPOSE: To delineate the duties and responsibilities of a Supervising Respiratory Care Practitioner.

DEPARTMENTS: RESPIRATORY CARE SERVICES

DEFINITIONS: Provides technical and administrative supervision to a group of respiratory care practitioners and ancillary personnel on a shift performing respiratory care.

CLASSIFICATION STANDARDS:

Positions allocable to this class are characterized chiefly by their responsibility, under the direction of a higher level respiratory care supervisory position or a physician, for the technical and administrative supervision of all positions on a shift providing all respiratory care services to patients by planning, assigning; and evaluating the work of subordinates and coordinating their activities with those of medical, nursing, and other technical personnel.

EXAMPLES OF DUTIES:

Schedules and assigns work, evaluate the performance of subordinate technicians, and provide first level resolution of formal employee grievances.

Make regular ward rounds to evaluate the efficiency and effectiveness of respiratory care services, consulting with nursing supervisor and medical personnel as may be required to coordinate patient care services.

Determines shift staff training needs and performs or arranges for individual or for group in-service instruction, reporting significant staff deficiencies, and participating in the planning and implementation of department-wide respiratory therapy training programs.

Projects shift requirements for personnel, equipment and supplies and recommends and justifies such items for inclusion in the annual budget request.

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Communicates and meets with vendors, and studies current professional literature and advertising brochures to keep up with the latest developments in electronic and mechanical respiratory devices and the techniques for applying them.

Evaluates new devices and makes oral and written reports on findings, including purchase price and maintenance costs factors.

Arranges and supervises on-the-job testing of equipment as may be required for thorough analysis.

Instructs medical and technical staff by lecture and demonstration in the operation and application of equipment.

MINIMUM REQUIREMENTS:

TRAINING AND EXPERIENCE:

Two years' experience performing at the level of Respiratory Care Practitioner I or above. A Bachelor's degree in respiratory therapy or administration will be accepted for one year of the required experience.

LICENSE:

A California State Respiratory Care Practitioner's License issued by the Respiratory Care Board of California.

PHYSICAL CLASS:

3 - Moderate.

PROCEDURE:

References:	
Approved by: Edward Richard Lind (Chief of Respiratory Therapy), Nikhil Barot ()	Date: 04/21/2017
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